

City of Fort Worth, Texas

Job Description

Classification Title	Equipment Operator		
Job Code:	ST5100	Job Family:	Service Trades
Pay Grade	505	Date Created:	06/24/15
FLSA Status	Nonexempt	Date Revised:	

GENERAL SUMMARY

Maintains and operates a variety of motorized equipment in performance of assigned job duties. Works in the safest manner possible to ensure the safety of crew members and the general public. Participates in work tasks related to job completion as assigned.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

1. Operates a variety of motorized equipment such as front-end loaders, backhoes, brush trucks, sand trucks, dump trucks, hydro-mulch truck, water truck, street sweepers, cranes, trenchers, bucket trucks, bush-hogs, bob-cats, tractors with various attachments, fork lifts and other related maintenance and construction equipment.
2. Operates various hand tools.
3. Performs skilled and semi-skilled tasks related to completion of assigned jobs, such as cutting branches, operating a jackhammer, shoveling asphalt and mowing grass.
4. Performs preventative maintenance on equipment as assigned. Inspects equipment before use. Completes daily operations reports and time sheets.
5. Meets with crew leader and other supervisory personnel to determine job methods and best use of motorized equipment.
6. Performs all assigned tasks while adhering to the highest safety standards. Works with crew leader to remove any unsafe working conditions. Assists with set-up of traffic cones and barriers.
7. Loads and unloads heavy materials and equipment by hand and with tools/machines.
8. Performs other duties as required.
9. Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.

When assigned to TPW/Stormwater:

1. Performs concrete and general maintenance to include repairs to drainage structures, pipes and minor equipment.
2. Provides maintenance and construction duties.
3. Installs erosion control products (BMPS).

When assigned to the Water Department:

1. Operates valves on water lines to isolate leaking.
2. Assist in constructing and repairing water mains and fire hydrants.
3. Uncovers buried pipelines, measuring, and cutting pipe; operates sewer equipment to clear obstructions within the collection system.

When assigned to Drop off Station:

1. Greets citizens, verifies residency and enters information in computer.
2. Inspects contents and estimate cubic yards of loads before allowing entry into facility drop-off area.
3. Insures material is in compliance with Federal and State Regulations.
4. Enters illegal dump and other pertinent data into the computer; verifies and ensures
5. CFW solid waste fees have been paid.
6. Directs traffic at facility and maintain facility to ensure debris is properly containerized and spills are cleaned up.
7. Operates and maintains packing mechanism on stationary waste compactors at facility.
8. Extracts CFC refrigerant from refrigerators, freezers and air conditioners.
9. Operates roto-boom trucks/equipment to manually pack debris in roll-off containers; relocate waste.
10. Notifies hauling contractor when roll-off waste containers need to be transported to the landfill.
11. Maintains cleanliness of the drop off facility by picking up litter and dumped material and mowing grass in and around drop off facility.
12. Maintains records as required by state regulatory agencies.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of:
 - Data entry systems such as the Information Technology Service Management System (ITSM) and/ or a work order management system.
 - General knowledge of state rules and regulation regarding waste
 - City, state, and federal regulations pertaining to the operation of large motorized equipment in public spaces.
 - Safety rules, equipment, and principles related to the operation of large motorized equipment.
 - Routine maintenance functions.

- General departmental policies and regulations.
- Proper techniques and uses of a variety of hand tools and power tools.
- Basic mathematical principles, reasoning and analytical skills.
- Calculate various measurements and figure percentages.
- State traffic laws; defensive driving techniques.
- City and county geography; map reading skills.
- Skill in:
 - Calculating various measurements and figure percentages.
 - Making sound decisions.
 - Time management.
 - Operating assigned equipment.
 - Prioritizing.
- Ability to:
 - Operate assigned computer equipment.
 - Operate a variety of motorized equipment (roto-boom, dump trucks, light trucks, mowers, wheeled excavators, cranes, etc.); learn techniques of operation of unfamiliar equipment.
 - Use hand and power tools as appropriate to assigned job.
 - Operate assigned equipment safely in all weather conditions; perform manual labor task pertaining to assigned area in all weather conditions.
 - Operate assigned radio communications equipment.
 - Load and unload heavy items by hand and using tools/machines.
 - Follow established safety guidelines.
 - Communicate clearly; communicate with others via hand signals and radio communication.
 - Understand and follow oral and written instruction; read and understand maps.
 - Perform basic vehicle and equipment maintenance tasks (change oil, inflate tires, change air filter, fill fuel tank, etc.

QUALIFICATIONS

Minimum:

An equivalent combination of education and experience sufficient to perform the essential duties of the position may qualify; Human Resources Department will determine appropriate qualifications. A typical way to obtain the minimum requirements would be:

High school diploma/GED and two years of experience in operation of motorized equipment.

OTHER REQUIREMENTS

Valid Texas Driver's License.

Possession of, or ability to obtain based on assignment, an appropriate, valid commercial Driver's License Class "A" or "B" or a valid Texas Driver's License Class "C".

Specialized certification in operation of motorized equipment may be required.

The appropriate Texas Commission on Environmental Quality (TCEQ) license will be required per the various sections in the Water Department, as stated below:

When assigned to Water Department / Field Operations Division, Water Distribution Maintenance; a minimum TCEQ Class D Water Distribution Operator license will be required within six months of hire.

When assigned to Water Department / Field Operations Division, Wastewater Collection System Maintenance or Wastewater Preventive Maintenance; a minimum TCEQ Type I Wastewater Collection System Operator license will be required within six months of hire.

When assigned to Drop off Stations a Waste Screening Certificate and a Chlorofluorocarbon (CFC) Extraction Certificate or the ability to obtain Certificates will be required.

When assigned to TPW/ Stormwater Division maintain Class A Driver's License with a Tank Endorsement Required; Operations of a hydro-mulch vehicle, water truck, and/or vactor as required.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Depending on assignment, positions in this class typically require touching, talking, hearing, seeing, grasping, standing, stooping, kneeling, crouching, reaching, walking, repetitive motions, climbing, balancing, pushing, pulling and lifting; depending on assignment. Incumbents may be exposed to moving mechanical parts, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, intense noises, gases, vibrations, chemicals, oils and workspace restrictions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Heavy Work – Depending on assignment, positions in this class typically exerting up to 100 pounds of force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.